**Horizon 2020 Proposal Writing Camp for Moldova**

**Date: 3 – 5 December 2019**

**Venue: National Agency for Research and Development**Address: 180 Stefan cel Mare si Sfânt Ave., Chisinau

**Trainers: George Bonas & Manfred Spiesberger   
 (International Cooperation Service Facility of the EC)**

**Preliminary agenda**

**Day 1** (*In Italics: Group work sections*)

|  |  |
| --- | --- |
| **DAY 1** | |
| 09.00 - 09.45 | **Introduction to Camp**   * Explanation of the formats and expected activities, openness and limits * Participants tour de table * Expectations of participants * A successful example, a “real project” |
| 09.45 – 10.15 | **Short overview of H2020 and of upcoming Horizon Europe**   * *Group work:*   *How/where did the participants find the topics proposed?* |
| 10:15-10:30 | BREAK |
| 10.30 – 11.15 | **NCP presentation/s**   * Services offered and current call openings * Best options for participation of researchers from the country |
| 11.15 – 12.00 | **Specific funding lines**   * Discussing specific aspects and call conditions of funding lines of particular interest (e.g. access to Research Infrastructures), including Spreading Excellence; Widening Participation; and COST |
| 12:00-13:00 | LUNCH BREAK |
| 13.00 – 13.30 | **Evaluation of proposals**   * Evaluation criteria * *Group work to understand evaluation approach* |
| 13.30 – 13.45 | **How to understand a call and decode its content?** |
| 13.45 – 14.45 | **Call/topic decoding and understanding**   * *Group work on specific calls/topics* |
| 14:45-15:00 | BREAK |
| 15.00 – 15.15 | **Introduction to proposal’s main parts**   * Excellence and its contents * Impact and its contents * Implementation and its contents * Budget * Ethics and other Annexes |
| 15.15 – 15.30 | **Implementation part overview**   * Workplan * Work packages * Deliverables |
| 15.30 – 16.30 | **Drafting a Work Plan description**   * *Group work on specific calls/topics* |
| 16.30 – 17.00 | ***Presentations of the drafted Work Plans and discussion*** |

**Day 2** (*In Italics: Group work sections*)

|  |  |
| --- | --- |
| **DAY 2** | |
| 09.00 – 09.15 | **Consortium as a whole and individual profiles**   * Required qualifications, complementarity * Individual profiles |
| 09.15 – 09.40 | **Drafting the Consortium as a whole part**   * *Group work on specific calls/topics*   *3.3 Consortium as a whole* |
| 09.40 – 10.00 | ***Presentations of the drafted Consortium parts and discussion*** |
| 10.00 – 10.30 | **(1) Excellence part overview**   * Project rationale, objectives and the European dimension; * Responding to the scope of the call (problem raised in the call), describe solution and expected results * Excellence parts: objectives; relation to Work Programme; concept and methodology; ambition |
| 10.30 – 10.45 | BREAK |
| 10.45 – 11.45 | **Drafting Excellence**   * *Group work on specific calls/topics*   *1.1 Objectives*  *1.2 Relation to the work programme*  *1.3 Concept and methodology*  *1.4 Ambition* |
| 11.45 – 12.15 | ***Presentations of the drafted Excellence parts and discussion*** |
| 12.15 – 13.15 | LUNCH BREAK |
| 13.15 – 13.30 | **(2) Impact part overview**   1. Expected Impact, impact types, indicators 2. Measures to maximize impact (Communication, Dissemination, Exploitation) |
| 13.30 – 14.15 | **Drafting an impact section**   * *Group work on specific calls/topics*   *2.1 Expected impacts* |
| 14.15 – 14.45 | ***Presentations of the drafted Impact parts and discussion*** |
| 14.45 – 15.00 | BREAK |
| 15.00 – 16.00 | **Drafting measures to maximize impacts**   * *Group work on specific calls/topics*   *2.2a Dissemination and Exploitation of results*  *2.2b Communication* |
| 16.00 – 16.30 | ***Presentations of the drafted measures to maximize impact parts and discussion*** |
| 16.30 – 17.00 | **Wrap-up of the two first days and orientations for Day 3** |

**Day 3** (*In Italics: Group work sections*)

|  |  |
| --- | --- |
| **DAY 3** | |
| 09.00 – 09.15 | **Budget and eligible costs in Horizon 2020**   * Eligible costs, funding rates, direct/indirect * Tips for preparing a budget |
| 09.15 – 10.15 | **Drafting a budget for a work package (or a task)**   * *Group work on specific calls/topics*   *Human resources (p-m and rates)*  *Consumables; Travel; Other*  *Equipment*  *Sub-contracting* |
| 10.15 – 10.45 | ***Presentations of the drafted budgets and discussion*** |
| 10.45 – 11.00 | BREAK |
| 11.00 – 11.30 | **Horizontal issues in Horizon2020**   * Ethics; IPR; Open science; RRI * How to integrate these aspects in the proposal |
| 11.30 – 12.00 | **Identifying horizontal issues in the calls/topics addressed**   * *Group work on specific calls/topics*   *Ethics; IPR; Open Science; RRI* |
| 12.00 - 13.00 | BREAK |
| 13.00 – 13.30 | ***Presentations on the identified horizontal issues and discussion*** |
| 13.30 – 14.30 | **Presentation on specific H2020 Programmes** (to be fine-tuned according to expressed needs)   * Marie Skłodowska-Curie actions (MSCA) * ITN, RISE, IF * ERC Grants |
| 14.30 – 15.15 | ***Identification of possible actions to be proposed by the participant’s organizations***   * *Brainstorming on ITN; RISE; IF; etc.* * *Presentation of tentative proposals and discussion* |
| 15.15 – 15.30 | BREAK |
| 15.30 – 16.00 | **The Participant Portal: proposal submission and proposal management system** |
| 16.00 – 16.30 | **Final discussion and Q&A** |